

Dakchyata: TVET Practical Partnership

Consultancy title	<i>Enumerators (Data Collectors) for Study on Private Sector Investment on TVET sector of Nepal (6 persons – one each in each province)</i>	
Activity area	<i>Dakchyata Result Area 3.2: Engagement of Private Sector in TVET sector for last 5 to 10 years (2008 – 2018)</i>	
Report to	<i>Technical Expert (Lead)</i>	
Location	<i>Kathmandu</i>	
Inputs	<i>Max. No. of days for Enumerator (data collectors) positions:</i>	<i>72 days (12 days each for one enumerator)</i>
Dates	<i>June 2019 – July 2019</i>	

1. **Background to project**

The Dakchyata project is part of the TVET Practical Partnership programme, the flagship skills development programme of the European Union in Nepal. Dakchyata is being implemented by the British Council under the leadership of Ministry of Education, Science and Technology, Government of Nepal and technical support of the Council for Technical Education and Vocational Training (CTEVT). The programme started in 2017, with an implementation period of 48 months.

The specific objective of the programme is to strengthen and implement more effective policy in the Technical and Vocational Education and Training (TVET) sector, responsive to labour market needs. The programme is piloting an integrated Public Private Partnership approach in three key economic sectors i) agriculture ii) construction, and iii) tourism. The Dakchyata project delivers two components of the overarching TVET PP programme:

- Component 2: an innovative grant fund mechanism has been designed to pilot Public Private Partnership projects in the construction, tourism and agriculture sectors. The aim is to generate learning on enhancing the relevance, quality and sustainability of TVET provision in Nepal
- Component 3: technical assistance to the Government of Nepal and national TVET authority to strengthen governance, coordination and reform of the national TVET system, and raise the profile of TVET in Nepal

(Component 1 is being addressed as part of the inter-linked 'Sakchyamta' programme, delivered by the Council for Technical Education and Vocational Training (CTEVT) in Nepal).

Under Component 3 of the Project falls Activity Area 3.2, which deals with the technical support to MoEST/CTEVT for engagement of private sector in TVET. Engagement of private sector is essential for all TVET programs to be successful. TVET and the private sector are so interrelated that the development of both has to go hand-in-hand together. TVET without the meaningful

engagement of the private sector cannot be developed and cannot achieve its result of employment. This is only possible when TVET program are designed and implemented engaging the private sector and as per the requirement of the private sector.

Over the last number of years, the Government of Nepal has given priority on the skills development within the private sector. Many efforts and initiatives have been practiced and are still going on to achieve the target. At present many associations, employers, industries, trading houses and private training providers are investing huge amounts of money in TVET development in Nepal, but there is no authentic and accurate data and information in this regard. In order to establish the actual facts and figures of the investment of private sector in TVET development in Nepal, a study to this effect needs to be carried out. This will assist in establishing a clear picture of the capabilities of the private sector to invest in TVET in the future.

2. Description of assignment

The British Council is looking for an organisation that can mobilise 6 enumerators (data collectors) at a time. The enumerators will work under the guidance and as per instructions provided by the TVET national Technical Expert (Lead) and will assist him/her in providing support in collecting data and information on investment by private sector in TVET development for last 5 to 10 years (2008 to 2018).

The assignment is expected to have the following flow: After the Lead Technical Expert has drafted a Work Plan, in which it is made clear “who does what” (i.e. describing his own role and the role and responsibilities of the enumerators (data collectors) in order to undertake a desk study of the existing private TVET providers, the consultancy will – under the guidance of the Lead Technical Expert – engage in collecting data and information by personally visiting the respondents at provincial and district level. The enumerators will use semi-structured interview guidelines as well as structured questionnaires in collecting the data and information. The consultants will also compile the collected data in tubular sheets provided by lead technical expert and will thereupon report findings back to the lead technical expert.

The enumerators (data collector) *will work during the data collection part of the study for 12 work days in his/her assigned province.* The lead expert will assume overall responsibility for the successful undertaking of the data collection and will instruct and guide him/her in fulfilling his/her assignment.

2.1 Objectives

The overall objective of the assignment is to collect meaningful data and information on the investment of private sector in TVET development for last 5 to 10 years.

2.2 Required services/activities

The required services of the Enumerators (data collectors) are given below:

- Support in developing data collections tools such as questionnaires, interview guides and tabulation sheets
- Participate in the orientation of the data collection methods and provide inputs for the doable approach of the data collection
- Travel to the assigned province to conduct interviews, transcribe the views, opinions and inputs from the respondents during the interview
- Compile the data and information at province level
- Support statistician to upload data in SPSS
- Carry out other duties as per need

2.3 Required outputs

The Enumerators have the following outputs:

- Provide supports in the preparation of data collection tools
- Collect data and information from the respondents of the assigned province
- Compile of data from different sources at province level
- Assisting in compiling the relevant part of the comprehensive report on Investment of private sector in TVET for last 5 to 10 years

3.1 Duration and Location

The location of the assignment is expected to be at assigned province of the country, where the enumerators is expected to work for a maximum of 12 days independently.

3.2 Input period

The input period for this assignment will be from June 2019 – June 2019

4. Administrative information

4.1 Equipment

The enumerators will be required to work at province level and submit the all collected data and information in Kathmandu. The consultant will be expected to use his/her own office equipment i.e. laptops, mobile phone etc.

4.2 Invoicing

Payment will be made in arrears on acceptance of deliverables and receipt of corresponding invoice and timesheets. An indicative payment schedule for the Enumerators will be agreed and form part of his/her contract.

4.3 Fee rate and expenses

The daily fee rate for the consultancy will be considered an all-inclusive fee, including all applicable Government taxes such as VAT, and cover all, preparation, report writing and all other work required for completion of the services.

In addition to the agreed daily fee rate, Dakchyata will cover travel costs separately in accordance with the required travel schedule. All such costs must be agreed and signed off by Dakchyata in advance. Subsistence allowances will be reimbursed at the prevailing BC rates for travel away from home station.

4.4 Working days

For the purposes of this assignment “Working Hours” and “Working Days” shall mean an 8 hour day, 9 a.m. to 5 p.m. local time Monday to Friday. Work on weekend days may be required from time to time, and must be agreed in advance.

5. Qualifications and experience required

Eligibility

Interested organisations must possess the following:

- The organisation should be registered under Nepal Government and should provide the VAT registration certificate and updated clearance certificate.
- The organisation should be in existence or registered for at least 2 years as on the date of submission of the proposal.

Proposals will be evaluated against the following criteria:

Criteria	Weighting
Organisational Profile and experience of the team member <ul style="list-style-type: none"> • Experience on data collection, review and analysis is essential. • Experience in conducting research in education and training sector • Experience and skills of proposed enumerators, based on the profile specified below (CV assessment) 	40%
Methodologies and Approaches <ul style="list-style-type: none"> • Clear methodology and quality assurance outlined in response • Clarity of approach to ensuring Equality, Diversity and Inclusion, Child Protection, Data protection and environmental protection are taken into consideration 	20%
Cost / value for money	40%

Qualification and skills of the enumerators (incl. language)

CVs of proposed enumerators will be assessed against the following criteria:

- Fluency in written and spoken English and Nepali
- Academic qualifications of Bachelor or above in sector-related discipline
- At least one year experience in collecting data and conducting small scale research at district and community level
- At least one year experience of conducting research on education and training sectors, preferably in the area of TVET (not mandatory).